





### LETTER OF AUTHORIZATION

May 23, 2006

Mr. Mark Pearman, Director Lake County Data Processing Agency 2293 North Main Street Crown Point, IN 46307

Dear Mr. Pearman:

This Letter of Authorization ("LOA") will confirm your request of the following Professional Services at the prices indicated below. This will be an Addendum to your existing Master Agreement # IN2003.031, and all the terms and conditions of that Agreement will pertain.

# PROFESSIONAL SERVICES

| Description  | Maximum # of hours | Unit Price    |
|--|--------------------|---------------|
| Up to 200 Hours of Consulting to provide the Trending Assistance for ACAMA Professional Services listed on |                    |               |
| page 2 of this agreement.  | 200                | \$150.00/Hour |
| Total Professional Services  |                    | N/A           |

Services are billed as used plus travel, meals and expenses. Additional costs are due upon delivery at the actual expense. All invoices are due within 30 days of receipt.



#### Trending Assistance for ACAMA Statement of Work

Changing parcels from one existing neighborhood to another existing neighborhood.

Step 1: Provide to townships an Excel spreadsheet with parcel number, existing neighborhood code, and any other (as requested) parcel-file based field to customer. This will include a blank column for existing neighborhood codes where township is to populate neighborhood changes and return file to us.

Step 2: Apply the updated neighborhood code to the associated parcels based on the spreadsheet in a mass process.

Changing Parcels from an Existing Neighborhood to a New Neighborhood

Step 1: Provide to townships an Excel spreadsheet with parcel number, existing neighborhood code, and any other (as requested) parcel-file based field to customer. This will include a blank column for new neighborhood codes where township is to populate and return file to us.

Step 2: Apply the updated neighborhood code to the associated parcels based on the spreadsheet in a mass process.

Creation of New Neighborhoods Table Entries and Land Unit Rate Table Entries

Step 1: Create Neighborhood Table entries based on information provided by townships. Step 2: Create Land Unit Rate Table entries based on information provided by townships.

Update of Neighborhood Factors

Step 1: Apply factors provided by townships to Neighborhood Codes where existing neighborhood factor is changing.

#### **Batch Costing**

After all neighborhood changes are applied, begin Batch Costing process. This includes processes related to the pricing of land and improvements. Provide reports to townships generated by batch pricing processes for clean up. These reports must be addressed by townships before posting of values can take place.



Approval of this Letter of Authorization will allow Manatron to provide the services described herein. Please send one copy of the Letter of Authorization back to Manatron, and retain one for your records. If you have any questions, please feel free to contact Contract Administration at our Corporate Office: (866) 471-2900.

## **ACCEPTANCE**

Accepted:

| MANATRON, INC. |                          |  |
|----------------|--------------------------|--|
| Ву             | Kandall reat             |  |
| Title          | 1 COB                    |  |
| Date           | 10-12-2006               |  |
|                | ed: LAKE COUNTY, INDIANA |  |
| Ву             | Melheum                  |  |
| Title          | EXEC. D.Y. C.C. D.P.     |  |
| Date           | 10-12-06                 |  |
| Ву             |                          |  |
| Title          |                          |  |
| Date           |                          |  |
| By<br>Title    |                          |  |
|                |                          |  |
| Date           |                          |  |
| Ву             |                          |  |
| Title          |                          |  |
| Date           |                          |  |